

## INSTRUCTION

Student Evaluation and Grading/Class Rank**A. Grading: Grades K-3**

The grade a student receives in Stafford County Public Schools in grade K will be based on uniform criteria established by the school division and implemented by the teacher, as described below.

- M Meets standards
- P Progressing
- B Beginning

The grade a student receives in Stafford County Public Schools in grades 1-3 will be based on uniform criteria established by the school division and implemented by the teacher, as described below.

- 4 Exceeds standards
- 3 Meets standards
- 2 Works toward standards
- 1 Performs below standards

Achievement grades should reflect a student's academic achievement in the class and conduct is to be reported separately through assigning grades or utilizing comments on the report card as appropriate.

**B. Grading: Grades 4-12**

The grade a student receives in grades 4-12 in Stafford County Public Schools will be a letter grade and will be based on uniform criteria established by the school division and implemented by the teacher.

Letter grades will have the numerical equivalent listed below:

A+	Superior	98-100
A	Excellent	94-97
B+	Very Good	90-93
B	Good Progress	86-89
C+	High Average	82-85
C	Average	78-81
D+	Below Average	74-77
D	Poor	70-73
F	Failing	69 and below
Inc.	Incomplete	Work has not been completed due to excused absences.

Teachers may record letter or numerical grades in their grade books. A letter grade will appear on the report card.

The grade will be based on multiple assessments including, but not limited to: basal text assignments, oral and written assignments, class participation, special assignments, research, tests and quizzes, activities of various types and special contributions. The grade a student receives in any school in Stafford County should be based upon uniform criteria. The grade weight given to certain assignments will

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be determined by the teacher. At the beginning of the year the teacher will communicate to the student and parent the system of grade weights and learning objectives, or in high school, a course syllabus, as required by the state board of education.

While mechanical averaging of grades is sufficient in most cases, extreme variations in performance will be evaluated on an individual basis with approval for the final grade being given by the principal. For example, a student with passing grades for the first semester, who exhibits little effort and failing work during the second semester under the assumption that he/she cannot fail, may fail for the year if the principal and teacher have determined that that is an accurate evaluation for the student's achievement for the year.

The achievement grade is to reflect a student's academic achievement in the class and conduct is to be reported separately through assigning grades or utilizing comments on the report card as appropriate.

**C. Semester Grades: Grades 7-12**

The semester grade will reflect an average of the student's achievement grades as reported on the marking period grades and the examination grade. The examination grade shall count no more than 10% of the semester grade in grades 7 and 8 and no more than 20% of the semester grade in grades 9-12.

The year grade will reflect first and second semester achievement. For averaging purposes the numerical grade for first semester utilized in determining the year grade will be a minimum of 60. Exceptions may be granted by the principal.

**D. Class Rank**

A student's grade point average and class rank will be computed for the following purposes:

1. Determine Honor and Distinguished Honor Graduates
2. Determine if the student is eligible for diploma seals awarded by the Virginia Department of Education
3. Communication to college admissions offices and other agencies designated by the student and/or parent
4. Determine the valedictorian and salutatorian for the graduating class.

The class rank will be computed and maintained on file by the guidance counselor. It will not be included in the student's scholastic file but will be made available to colleges upon request from the college, with the consent of the student and/or parent/guardian if the student is not of majority age.

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5. In order to fairly compare the grade point average/class rank of secondary students enrolled in Stafford County Public Schools, transfer students will receive weighted credit only for those classes for which Stafford County Public Schools offers equivalent weighted courses. This may require a recalculation of grade point average in accordance with our grading scale to make the transferring student's academic record comparable to his/her Stafford classmates.
6. Principals will accept the coursework of transferring students, if at all reasonable and comparable to Stafford County Public Schools' coursework. Parents and secondary students will be informed of this procedure when they enroll in Stafford County Public Schools. The procedure is noted in the High School Program of Studies.

Editor's Note

*See also Policy and Regulation 7-26 for Reporting to Parents and Report Cards*

*See also policy and Regulation 7-29 for Student Scholastic Records*

Legal Reference: (through March 1, 2005)

Regulations of the Virginia Board of Education, "Regulations Establishing Standards for Accrediting Public Schools in Virginia; (2000)

8 VAC 20-131-50 I: Awards for Exemplary Performance [Diploma Seals approved by the state board of education]

8 VAC 20-131-270 B1: "...[E]ach school shall provide...the learning objectives to be achieved at...grade level or, in high school, ...the syllabus, and...promotion, retention, and remediation policies."

Approved by Division Superintendent: August 26, 1986

Revised by Division Superintendent: May 12, 1992

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Revised by Division Superintendent: June 29, 1999  
Revised by Division Superintendent: March 22, 2005  
Revised by Division Superintendent: October 25, 2005

Board Review: October 25, 2005 Staff Review: July 13, 2006 Responsible Department: Instruction
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